

Facilities Director



City of Eugene, Oregon

Our Community

Eugene has been hailed as “A Great City for the Arts & Outdoors” due to its unique and exciting mix of arts, culture, education, scenic beauty and passion for recreation.

Eugene is the second largest city in the state of Oregon and the county seat of Lane County. It is located in the Willamette Valley between the rugged Pacific coast and the breathtaking Cascade Mountains, about 50 miles east of the Oregon Coast. Eugene boasts more than 100 city parks, 250 miles of bicycle trails, and numerous lakes, rivers and streams nearby that offer a wide range of recreational activities to residents and visitors. Eugene’s mild climate and lush landscape are a few of the City’s attractive features.

Eugene is well-known as the home of the University of Oregon. With 20,000 students and over 6,000 employees, the University plays a major role in the community, as does Lane Community College and Northwest Christian University. The employment base has become increasingly dominated by services, trade, and government, and less reliant on the timber industry. Eugene has a well-educated labor force with nearly 35% of the adult population having completed four or more years of college.

Eugene is a friendly, progressive community with residents who are active and concerned about quality of life issues. The University brings a more cosmopolitan feel to the community, and the collegiate teams have contributed excitement and pride on a regional basis. The City’s Hult Center for the Performing Arts, recognized as the finest facility of its type in the state, brings renowned entertainers to the community throughout the year. It is home to seven resident companies, including among others the Eugene Symphony, Opera, Ballet, and the internationally acclaimed Oregon Bach Festival. Many residents are health and fitness oriented, and Eugene hosted the Olympic Trials for Track and Field in 2008 and is scheduled to host the trials in 2012.

Living in the City of Eugene offers all of this along with the advantages of higher education, a strong public school system, and a short commute to work.

Our Organization

In 1944, the citizens of Eugene adopted a council/manager form of government. In this form of government, the City Council develops legislation and policies to direct the City. The City Manager, hired by the City Council, provides administrative direction to the organization, oversees City of Eugene personnel and operations, and carries out the City Council’s direction.

The City has over 1,400 employees and a \$450 million total budget. The City of Eugene is a service-oriented and welcoming organization that provides services through six departments:

- Central Services
- Fire & Emergency Medical Services
- Police
- Library, Recreation and Cultural Services
- Planning and Development
- Public Works





The Facility Management Division

The City of Eugene has over 2 million square feet of facilities, which includes City Hall, community centers, fire stations, libraries, performing art venues, parking garages, swimming pools and park structures, as well as general City office buildings. The current General Fund inventory is 113 buildings and structures totaling nearly 902,000 square feet, with a replacement value of nearly \$330 million.

Facility Management Programs include:

- Project Management for the design and construction of new and remodeled City facilities
- Maintenance and repair of City public buildings and structures
- Building Operations, including custodial services
- Energy Management and Green Building programs
- Facility Strategic Planning
- Downtown and Park Blocks maintenance
- Security, including access control, lock and key, security alarms and fire alarms
- Facility Condition assessment of City buildings

Along with the day-to-day work, the Facilities Division also has a number of current and future projects on the horizon including the relocation of the Police headquarters and the opportunity to envision large scale facility planning initiatives including the future City Hall.

The Ideal Candidate

The ideal candidate for this role will possess a number of qualities that will position them to lead the Facilities Division effectively, efficiently, and creatively. As a Division Manager and a member of the Central Services Management Team, the successful candidate will possess some key characteristics including:

Visionary Leadership

The successful candidate for this role will work effectively and collaboratively with key stakeholders, including the City Council, City Departments, and internal staff, to establish a long term vision and strategic plan for the organization's facilities. They will incorporate technology for effective service delivery and continue to integrate triple bottom line and green building concepts.

Innovative Leadership

The candidate will use creative problem solving and innovative leadership to help the team find efficiencies, increasingly better ways of meeting goals, and envision future initiatives. The candidate will leverage a thorough understanding of managing physical assets to increase return on investment throughout the life-cycle of our building inventory.

Collaborative Leadership

The ideal candidate will be skilled at making connections with key stakeholders and effectively building and leading a team through large scale initiatives and day to day challenges. They will be service-oriented, engaging, and value the perspectives and contribution of all staff and stakeholders.

Excellence in Leadership

The future Facilities Director will be a skilled manager with the ability to understand the modern and complex principles and practices of facilities management program development and administration and budget preparation, including setting rate models and capital budgets. They will be skilled in planning, organizing, assigning, and coordinating the work of the division while effectively working with organizational leadership and the City Council.



Recreation



Culture



Quality of Life



Minimum Qualifications

The Facilities Director will manage, direct and oversee capital improvements, facilities maintenance and operations, building energy and environmental management, long-range planning for facility capital investment and asset preservation. He or she will also coordinate assigned activities with other City departments, outside agencies, and private service providers. This role also provides highly responsible and complex administrative support to the Central Services Executive Director.

In order to successfully complete these responsibilities, the following minimum qualifications are required:

Experience: Six years of increasingly responsible experience in facilities management programs, public works, or a closely related field including three years of administrative and supervisory experience.

Education: Candidates must also possess the equivalent to a Bachelors degree from an accredited college or university in facility management, architecture, landscape architecture, structural engineering, or a closely related field. An equivalent combination of education and experience will be considered.

Additional Qualifications: Designation as a Certified Facility Manager through the International Facility Managers Association or similar professional certification is highly desirable. Candidate must also possess or have the ability to obtain and maintain a valid Oregon driver's license and be able to pass a Police background check.

How to Apply:

A full description of the Facilities Director position and instructions for applying on-line are available on the City of Eugene website at:

www.eugene-or.gov/jobs. (Click on this link and then select New/Current Jobs and then select Facilities Director)

Salary: The salary for this position is \$80,995-\$100,963 annually.

Closing Date: This position is open until 5 p.m. Pacific time on **Friday, July 15, 2011.**

Come live and work with us!

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